

# Memorandum

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TO : Director of Training

DATE: 30 March 1964

FROM : Deputy Registrar, TR

SUBJECT: Weekly Activities Report No. 12  
23 - 27 March 1964

## I. SIGNIFICANT ITEMS

None

## II. OTHERS

A. William T. McDonald, Deputy Director of CSC's Office of Career Development, telephoned last Thursday to advise us to be on the lookout for a letter addressed to Mr. McCone (and Heads of 43 other Federal Departments and Agencies) from John Macy, concerning the Executive Seminar Center at Kings Point, Long Island, New York. Mr. Macy has requested heads of agencies which participated in the Kings Point Seminars in FY 64 to give him estimates on the number of spaces desired for a similar series of Executive Development Programs in the coming fiscal year. His letter, dated 24 March, apparently urges that the estimates be as firm as possible.

Mr. McDonald supplied the following additional information: For FY 1965, CSC is planning to conduct 16 sessions, consisting of one or more runnings of 8 separate Seminars; the 8 Seminar subjects will be the same ones, with refinements, given during the past year; there will be an increase in cost from \$370 to \$450 per person per seminar; the living conditions will be considerably improved, including an upgrading of the food, new furnishings in dormitory rooms - even to the extent of new beds and tables, as well as wall-to-wall carpeting and a private shower for each bedroom.

*his letter now in hands*  
Mr. Macy has asked Departments and Agencies to respond to his letter with their estimates of desired usage of the Kings Point Center before 15 April. I suspect that the referenced Macy letter is even now trickling down through the various levels of management to us. I have alerted [redacted] about this situation as the Training Selection Board has decided that it will directly control the Kings Point Seminars. 25X1A9a

B. Some weeks ago, in line with Agency efforts to cut printing and reproduction costs to a minimum, we decided to do our bit. One action, taken somewhat in the spirit of experimentation, was to

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cease reproducing and distributing as OTR Special Bulletins the periodic announcements of lectures presented at the National War College and The Industrial College of The Armed Forces. Our thought was that if offices and individuals had a genuine interest in the information we have customarily published in this manner, this fact would become apparent in two ways:

(1) There would be a noticable decline in phone calls to the Registrar Staff requesting registration arrangements be made to attend lectures, and

(2) there should be phone calls indicating that customers had noted the cessation of regular publication of this information and querying us as to reasons.

Evidence of positive interest has mounted in both of these forms. The most recent and emphatic expression of a need to receive lecture announcements was given by FE Division.

It now strikes us as reasonable to reinstitute the practice of disseminating these announcements, even though it means incurring a very modest cost.

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C. [REDACTED] is making a sincere attempt to establish policies and ground rules in NPIC for regulating sponsorship of personnel at scientific and professional society meetings. Ed solicited our counsel and assistance in this undertaking. We sent him published material on this subject extracted from the Federal Personnel Manual and called his attention to the pertinent sections of the Government Employees Training Act. Actually, however, there is no real guidance given in any of these sources. It must be concluded that so far as Federal law and CSC Regulations are concerned, it is intended that Departments and Agencies establish their own policies and criteria for sponsoring attendance of Federal employees at meetings.

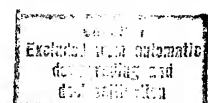
A copy of the FPM excerpt which we gave to [REDACTED] as being most nearly relevant is attached to this report as a matter of possible interest.

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D. There is additional independent evidence that [REDACTED] needs revision. From time to time in the past we have received queries as to whether attendance at the Intelligence Orientation Course is really compulsory for all professional EODs. We have consistently interpreted the intent of the regulation as requiring

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attendance except when deferral or exemption is authorized by a Deputy Director. The latest episode resolves into a play on words - that is, a distinction between "mandatory" and "required." Because the regulation stipulates that certain elements of the EOD program, e.g. Security Introduction, are mandatory but speaks of the possibility of deferral or exemption of other courses, e.g. IOC, some readers insist that the IOC is not really obligatory. In the situation just brought to our attention the component Training Officer tells us that he enrolls personnel in the Introduction to Intelligence Course but the Division Chiefs overrule him and say that their people are not required to attend. All the more reason, as [REDACTED] and I agreed the other day, to sit down and start from scratch on revising [REDACTED] first developing a firm OTR statement as to whether Introduction to Intelligence and Introduction to Communism should be mandatory for professional EODs. The desired monitoring of participation in the IOC would be feasible if attendance is unequivocally obligatory.

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Attachment: a/s

